

SURVEY OF TERMS OF BUSINESS LENDING (FR 2028A) INSTRUCTIONS

Purpose

The Federal Reserve System uses data from this survey to measure the cost of business borrowing from U.S.-chartered banks and U.S. branches and agencies of non-U.S. (foreign) banks for analysis of developments in business credit markets.

Reporting Burden

Public reporting burden for this collection of information is estimated to average 4 hours per response, including the time to gather and maintain data in the required form and to review instructions and complete the information collection. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Secretary, Board of Governors of the Federal Reserve System, 20th and C Streets, N.W., Washington, DC 20551; and to the Office of Management and Budget, Paperwork Reduction Project (7100-0061), Washington, DC 20503.

Survey Scope

This survey covers commercial and industrial (C&I) loans to U.S. addressees when funds are disbursed to borrowers during the report period. The report period covers the first full business week of February, May, August, and November.

For U.S. commercial banks: The definition of "commercial and industrial loans" corresponds to that used for Item 4 of Schedule RC-C, Part I, of the quarterly Report of Condition (FFIEC 031&041). Include all such C&I loans to U.S. addressees made during the report period.

For FFIEC 031 and 041 reporters, C&I loans to U.S. addressees are reported in Item 4.a of Schedule RC-C, Part I excluding items noted below. For banks with foreign offices (FFIEC 031 reporters), include all such loans that are booked at U.S. (domestic) offices of the reporting bank (Column B of the FFIEC 031) as well as at non-U.S. offices, whether in the Bahamas, the Cayman Islands, or other locations, for which records are maintained at U.S. offices.

For U.S. branches and agencies of non-U.S. (foreign) banks: The definition of "commercial and industrial loans" corresponds to all loans to U.S. addressees that are booked at the U.S. offices of the branch or agency or at non-U.S. offices, whether in the Bahamas, the Cayman Islands, or other locations, for which records are maintained at U.S. offices. These loans are reported, respectively in Item 4 of Schedule C, Part I, excluding items noted below, of the quarterly Report of Assets and Liabilities of U.S.

Branches and Agencies of Foreign Banks (FFIEC 002) and item 2.c(2) of the Report of Assets and Liabilities of Non-U.S. Branches that Are Managed or Controlled by a U.S. Branch or Agency of a Foreign (Non-U.S.) Bank (FFIEC 002S). Include all such C&I loans to U.S. addressees made during the report period by the respondent U.S. branch or agency (excluding those held in its IBF) (Item 4.a of Schedule C, Column A minus Column B).

"U.S. addressee" encompasses borrowers domiciled in the fifty states of the United States, the District of Columbia, or U.S. territories and possessions, including U.S. offices or subsidiaries of non-U.S. (foreign) businesses. For further detail, please refer to the Glossary entry for "domicile" in the instructions for the quarterly condition report (FFIEC 031&041 or FFIEC 002).

Include:

- New loans, takedowns under revolving credit agreements, notes written under credit lines, and renewals. Renewals include new loans under revolving credit agreements that roll over earlier loans, including conversions of revolving credits into term loans.
- Loans disbursed *during* the report period, even if the loans are not entered onto your institution's books or loan record system until after the report period.
- Your institution's portion of drawn loan participations and syndications when funds are disbursed during the reporting period. (See the glossary entry for syndications in the instructions for the quarterly condition report.)
- Overnight loans.

Exclude:

- Loans denominated in non-U.S. currencies.
- Loans of less than ~~\$1,000~~ 3,000
- Loans disbursed *before* the report period that are entered onto your institution's books or loan record system during the report period.
- Loans purchased in the secondary loan market.
- Purchased open market paper, such as commercial paper and acceptances, and factored loans (that is, purchased accounts receivable).
- Loans made by an international division, international operations subsidiary, or Edge or Agreement subsidiary of your institution.
- Loans made to non-U.S. addressees (business firms domiciled outside of the fifty states of the United States, the District of Columbia, or U.S. territories and possessions).
- Construction and land development loans secured by real estate.

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- Loans resulting from unplanned overdrafts to deposit accounts. Note, however, that loans extended as part of a cash management program that would be classified as C&I loans on the quarterly condition report *should be* reported on the survey.
- Existing loans on which the rate changes during the survey week when no additional funds are disbursed during the survey week. For example, an outstanding loan advance that has an interest rate tied to prime should *not* be reported when the prime rate changes during the survey week. Similarly, an outstanding loan that is repriced during the survey week in accordance with a lending grid (for example, a loan rate tied to a borrower's financial ratios or bond rating) should not be reported since no funds are disbursed during the survey week.

- Intercompany loans.

- Loans held for trading purposes.

- *Loans to financial institutions*

Column number:

1. **Date made.** Enter the calendar date the funds reported in column 2 were disbursed, also known as the effective date of the loan. For example, for funds disbursed on May 3, enter "0503."

For the purpose of the survey, a loan renewal is viewed as a new disbursement of funds. Thus, the effective date of the loan to be entered into column 1 is the date of the renewal.

Do *not* report the date the loan was entered onto your institution's books or loan record system if that date differs from the date of disbursement.

2. **Face amount of loan.** Enter the face amount of the loan *in dollars even if held at fair value.*

If the funds disbursed represent the first advance of a loan agreement or an addition to an existing loan, enter only the amount advanced on the date shown in column 1. A loan advance or takedown refers to the actual drawing of funds by a borrower under a loan commitment agreement, not the amount of the facility.

If the loan represents a renewal or renegotiation of an existing loan, enter only the amount renewed or renegotiated on the date in column 1.

If the loan is a participation or syndication, enter only your institution's portion of the loan in this column.

3. **Nominal rate of interest.** Enter the stated nominal rate of interest—*not the effective rate or APR*—in effect on the date that the loan was

disbursed (reported in column 1). The stated nominal rate usually is shown in the note or agreement. If the loan amount reported in column 2 is an advance, takedown, or renewal under an existing loan commitment, enter the rate of interest for this advance only. For example, if the stated rate of interest is 50 basis points over prime, the nominal rate of interest reported here should be the prime rate for the day of the takedown plus 50 basis points.

Report the rate in percent to three decimal places; for example, for a loan made at 8-1/4 percent, enter "8.250."

4. **Frequency with which interest is compounded or paid.** Enter the frequency with which interest is compounded, or the frequency with which interest is paid to the lender, whichever is greater.

Enter	if interest is compounded or paid:
0	Only at maturity
1	Annually
2	Semiannually
4	Quarterly
12	Monthly
24	Semimonthly
52	Weekly
360 or 365	Daily

For example, if interest is calculated on a simple basis (with no compounding over the period of repayment) and is paid monthly, enter "12" for monthly. Similarly, if interest is calculated on a simple basis and paid quarterly, enter "4" for quarterly.

5. **Prime Rate used as Base pricing rate.**

Check "yes" when the loan rate is based on your institution's own prime (as reported in the FR 2028S supplement to this report), any other lender's prime rate, a combination of other prime rates, or publicly reported prime rate.

Check "no" when the loan rate is based on any other rate (for example, the federal funds rate, the rate on commercial paper, bankers acceptances, or the London Interbank Offered Rate (LIBOR)) or if no base rate is used to determine the loan rate.

6. **Next date on which the loan rate may be recalculated.** Enter the first date in YYYY/MM/DD format on which the rate on the loan will be recalculated to reflect changes in the base rate, if any.

SURVEY OF TERMS OF BANK LENDING TO FARMERS

INSTRUCTIONS

Purpose

The Federal Reserve System uses data from this survey to measure the cost of agricultural borrowing from banks for the analysis of developments in farm credit markets.

Reporting Burden

Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including the time to gather and maintain data in the required form and to review instructions and complete the information collection. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Secretary, Board of Governors of the Federal Reserve System, 20th and C Streets, N.W. Washington, DC 20551; and to the Office of Management and Budget, Paperwork Reduction Project (7100-0061), Washington, DC 20503.

Survey Scope

This survey covers loans to farmers when funds are advanced to borrowers during the report period. The report period covers the first full business week of February, May, August, and November.

Loans to farmers comprises "Loans to finance agricultural production and other loans to farmers" in item 3 and "Loans secured by farmland" in item 1.b of Schedule RC-C, Part I, of the quarterly Report of Condition (Call Report; FFIEC 031-041). For banks with foreign offices, the reference is to Column B of Schedule RC-C. Include loans to farmers made at all offices of your institution in the fifty states of the United States and the District of Columbia.

"U.S. addressee" encompasses borrowers domiciled in the fifty states of the United States, the District of Columbia, or U.S. territories and possessions, including U.S. offices or subsidiaries of non-U.S. (foreign) businesses.

Include:

- New loans, takedowns under revolving credit agreements, notes written under credit lines, and renewals.

Renewals include new loans under revolving credit agreements that roll over earlier loans, including conversions of revolving credits into term loans.

- Loans dispersed *during* the report period, even if the loans are not entered onto your institution's books or loan record system until after the report period.
- Your institution's portion of loan participations and syndications. (See the glossary entry for syndications in the instructions for the Call Report.)

Exclude:

- Loans denominated in non-U.S. currencies.
- Loans of less than \$1,000. 3,000 ←
- Loans disbursed *before* the report period that are entered onto your institution's books or loan record system during the report period.
- Purchased loans and factored loans (that is, purchased accounts receivable).
- Loans made by an international division or an international operations subsidiary, or Edge or Agreement subsidiary of your institution.
- Loans made to non-U.S. addressees (farmers domiciled outside of the fifty states of the United States, the District of Columbia, or U.S. territories and possessions).
- Loans resulting from unplanned overdrafts to deposit accounts.

Note, however, that loans extended as part of a cash management program that would be classified as "Loans to finance agricultural production and other loans to farmers" or "Loans secured by farmland" on the Call Report *should be* reported on the survey.

- Existing variable-rate loans, on which the rate changes during the survey week reflecting a change in the base rate.

For example, an outstanding loan advance that has an interest rate tied to prime should *not* be reported when the prime rate changes during the survey week.